

**MINUTES-REGULAR MEETING  
CITY OF GODDARD  
118 NORTH MAIN, GODDARD, KS  
MONDAY, MARCH 2, 2015**

The Goddard City Council met in a Regular Session at Goddard City Hall on Monday, March 2, 2015 at 7:00 p.m. with Mayor Marcey Gregory presiding. Mayor Gregory provided the invocation. Council members present were Joe Torske, Larry Zimmerman, Clayton Applegate, Chris Hahn and Jamey Blubaugh.

Also present were: Brian Silcott, City Administrator; Kyler Ludwig, Assistant City Administrator; Teri Laymon, City Clerk; Sam Houston, Police Chief; Justin Givens, Community Development Director; Matt Lawn, City Treasurer; Tylor Struckman, Public Works Operations Manager; and Harlan Foraker, City Engineer.

**APPROVAL OF THE AGENDA**

**MOTION:** Councilmember *Blubaugh* moved to approve the agenda. Councilmember *Torske* seconded the motion. The motion carried unanimously.

**CITIZENS' COMMENTS**

None

**PROCLAMATIONS AND AWARDS**

None

**APPROVAL OF CONSENT AGENDA**

The City Clerk submitted for approval, the minutes of the regular meeting dated February 17, 2015, minutes of the special meeting dated February 19, 2015, minutes of the special meeting dated February 23, 2015, minutes of the special meeting dated February 26, 2015 and two lists of accounts payable totaling \$53,474.18.

**MOTION:** Councilmember *Blubaugh* moved to approve the consent agenda. Councilmember *Hahn* seconded the motion. The motion carried unanimously.

**EAGLE SCOUT PROJECT DISCUSSION – JOEL SATHER**

Eagle Scout Joel Sather addressed the City Council to present an Eagle Scout project he has selected for the City of Goddard. Sather stated the project consists of building ten raised flower boxes to place at various locations around the linear park. Sather said he will begin gathering materials and organizing construction in April and completion and delivery of the flower boxes is tentatively scheduled for June 8. Sather stated that the entire project would cost approximately \$1,098.30 and would be paid for with funds set aside from the City's budget. Sather added that the City's Parks and Recreation crew would be responsible for filling the boxes with dirt and planting the flowers along with watering the flowers as needed.

Councilmember Blubaugh suggested the installation of an irrigation system for watering the flowers.

### **MANHOLE REPAIR IN EAST LAGOON**

Tylor Struckman, Public Works Operations Manager stated that on January 4, 2015 City staff discovered that a manhole in the east lagoon was causing high inflow into the Wastewater Treatment Plant (WWTP). Staff contracted Mayer Specialty Services to complete a quick fix on the manhole, but during repairs, additional minor leaks were found.

Struckman presented a quote from Mayer Specialty Services that includes two options to seal the manhole from the inside and add a sealed ring with a lid atop of the manhole. Struckman said both of the options from Mayer are sufficient to repair the manhole but Option 2 includes a top coat with Zebron 386 polyurethane to protect the manhole from corrosion. The total cost for Option 1 is \$4,815 and option two would cost an additional \$3,130.00.

Struckman recommended the City Council approved option 1 of the bid from Mayer Specialty Services for \$4,815 to be allocated to the Sewer Reserves cost center line item 83-830-6150. Struckman said staff would use crushed concrete and riprap around the manhole to prevent future damage.

City Engineer Harlan Foraker stated that he thought that option one would be sufficient to stop the water leakage.

**MOTION:** Councilmember *Torske* moved to approve Option 1 of the bid from Mayer Specialty Services for \$4,815 to be allocated as recommended. Councilmember *Blubaugh* seconded the motion. The motion carried unanimously.

### **WASTEWATER TREATMENT PLANT (WWTP) UV REPLACEMENT PARTS**

Tylor Struckman stated the Wastewater Treatment Plant UV system has two separate units that are in need of replacement UV lamps and wipers to meet KDHE requirements.

Struckman provided two options for replacing the needed parts. Option 1 would include the UV Lamps, Ballasts, Ballast Interface Boards, and a Wiper Ring Rebuild Kit totaling \$7,443.75. Option 2 would include the UV Lamps, Ballasts, Ballast Interface Boards, and a New Wiper Ring Kit totaling \$11,087.75.

Struckman recommended the City Council approve option one, which includes the purchase of UV lamps, ballasts, and wiper rebuild kits totaling \$7,443.75.

**MOTION:** Councilmember *Blubaugh* moved to approve Option 1 as presented. Councilmember *Torske* seconded the motion. The motion carried unanimously.

### **BACKFLOW TEST UNIT PURCHASE**

Justin Givens stated that Rodney Talcott joined the Goddard Wastewater Treatment Facility Staff in 2014 and has extensive training in, and is certified as, a Backflow and Grease Trap Inspector.

With this experience, the city has created a system of inspections of grease traps and backflow devices to protect our Potable Water and Wastewater systems.

Givens explained that backflow devices are required in commercial (automatic chemical feeds) or residential (lawn sprinkler systems) settings anytime there is a possibility that a siphon effect could occur that would allow chemicals into the public water supply. Inspections are required on a yearly basis to ensure that backflow devices are working properly. Section 15-128 of the Goddard Municipal Code provides for the requirement of backflow devices where required and Section 15-129 allows for the inspection of such devices by the city.

Givens said that to order to perform backflow inspections a Backflow Tester is required to ensure that required backflow preventers are functioning properly. A backflow tester measures the pressure in a line to determine if harmful chemicals could enter the public water supply if the backflow device was not working properly.

Givens provided three bids from vendors who carry backflow testers. A 5-port tester is the most cost effective type of tester over a 3-port system.

Givens recommended the purchase of a 5-valve tester from USA Blue Book for \$1,001.95. Givens also recommended allocating the expenditure to the code enforcement line item 10-580-7220.

**MOTION:** Councilmember *Blubaugh* moved to approve the purchase of the 5-valve tester from USA Blue Book for \$1,001.95 as presented. Councilmember *Hahn* seconded the motion. The motion carried unanimously.

### **SMALL STORAGE SHED PURCHASE**

Tylor Struckman stated that in March of 2014 the EPA conducted an inspection of Goddard's Wastewater Treatment Facility and found that the 24 hour influent sampling was coming from the fermentation basin feed pipe, and was not a representative sample of the plant's influent. Struckman expressed that the City has been contracting out the sampling at a cost of \$3,600 per year. The EPA approved a plan to move the influent sampler to the first upstream manhole from the plant, which would require a small building to house composite sampler. The building will sit beside the manhole and serve as an enclosure for the sampler.

Struckman provided three bids for an 8x6 structure. The low bid for the building was from SturdiBilt Storage Barns for \$1,387. Struckman said bids were also received for electrical lines to the building, and installing two GFCI outlets and Atlas Electric provided the lowest bid for \$1,300. The cost of the concrete is an estimated \$400 and with the concrete flatwork being completed in house. Struckman recommended a contingency of \$313 for a total project cost of \$3,400.

Struckman recommended allocating the \$3,400 to the Sewer operating budget line item 30-860-8130. Struckman explained that this item is being charged to the operating budget as there will be a corresponding decrease in testing costs associated with the performing the test in house.

Councilmember Torske communicated that this might be a good time to build a larger structure for multipurpose use such as the storage of vehicles. Discussion ensued regarding the size and location of the proposed building. Councilmember Blubaugh expressed that it might be best to

approve the purchase of the storage shed for the sampling equipment and budget for a multipurpose storage building in the future.

**MOTION:** Councilmember ***Blubaugh*** moved to approve the purchase of a storage shed from SturdiBilt Storage Barns and for the construction as presented. Councilmember ***Hahn*** seconded the motion. The motion carried 3-2.

### **DISCUSSION OF SMOKE FREE PARKS AND PUBLIC SPACE**

Tyler Ludwig, Assistant City Administrator stated that City staff has received multiple complaints from residents about tobacco use at City properties and at public events. Complaints from patrons at the City Library lead to the Library Board restricting e-cigarettes at their facilities in 2014. Discussions with the Goddard Wellness Committee led City staff to draft an ordinance preventing use of tobacco and e-cigarettes on City properties, and at public events.

Ludwig stated the draft ordinance provided bans tobacco, e-cigarettes, and smoking on all City owned property with the exception of roads. This policy would also limit use of tobacco products at community events held on City owned roads and right-of-way. Ludwig specified that outdoor smoking is not currently restricted at public events or in parks.

Ludwig quantified that implementation of this policy will affect 33% of employees who regularly use tobacco products. Ludwig provided an internal memo from Philip Morris that suggests that prohibition of smoking in the workplace strongly affects industry volume and smokers facing these restrictions consume 11-15% less than average and quit at a rate that is 85% higher than average.

Discussion ensued regarding the use of tobacco in public places and in City owned vehicles.

**MOTION:** Councilmember ***Blubaugh*** moved to adopt the ordinance banning tobacco products and e-cigarettes as presented. The motion failed for a lack of a second.

It was the consensus of the Governing Body to revise the ordinance to ban tobacco products in the City Pool area and possibly around public playgrounds.

### **ZONING CODE ARTICLES 3 & 4 UPDATE REVIEW AND DISCUSSION**

Justin Givens stated at the February 17, 2015 City Council meeting staff presented a rough overview of the current zoning code and time line for review and adoption of new zoning and subdivision regulations. The consensus was that staff would present a general overview of new regulations to the governing body and then more detailed information and actual regulations to the Planning Commission. Givens expressed that this is the first step of that review.

Givens reviewed Attachment "A" *Goddard Zoning Code Update Worksheet*, which is based upon the staff review worksheet for new projects in Goddard. The worksheet reviews all of the major criterion that is considered in the development process and it looks at 16 components of the zoning regulations to ensure conformity.

*No Action was Taken*

## **CITY ADMINISTRATOR'S REPORT**

Honorable Mayor and City Council;

Below is a highlight of items of note, which are currently underway.

Comprehensive Plan Update: The plan was to be presented at tonight's meeting but due to workflow on the STAR bond hotel complex site, ensuring the latest Census Bureau data sets, and a heavy agenda with numerous outside presentations slated for the March 16<sup>th</sup> meeting the presentation has been postponed until April 6<sup>th</sup>.

Traffic Impact Study: Staff received a draft scope of services from TranSystems late Friday (2/27). This document will be reviewed by City staff this week. The item should be presented at the March 16<sup>th</sup> or April 6<sup>th</sup> regular meeting. The State of Kansas is partnering with the City of Goddard to provide a 50% cost share of this study, which will be in excess of \$100,000.

KDOT NW Bypass Meeting: There is nothing new to report on this matter and this will be the last reference on the NW Bypass until there is something to report. Staff anticipates presenting an interlocal agreement for consideration later this spring after the legislative session is complete. The City of Goddard contributes \$3,000 per year with Sedgwick County committing \$1,800,000 and the City of Maize contributing \$2,500. Maize and Goddard's contributions are based on population. The State of Kansas committed \$3,655,000 (2 to 1 match) but that number will likely be lower in the area of a 1 to 1 match. All of this is subject to appropriation.

2016-2020 Capital Improvement Program: Staff will review the current 2015-2020 plan and distribute project sheets to members of the governing body at the March 16<sup>th</sup> meeting. A workshop on the 2016-2021 plan might be necessary later this month or next.

2015 Mowing Bid Award: The City's RFP process for summer mowing continues with a pre-bid conference occurring on March 4<sup>th</sup> and bid submittals due March 9<sup>th</sup>. Staff will present the bids for consideration at the March 16<sup>th</sup> meeting. A copy of the RFP is available online at <http://goddardks.gov/VendorSolicitors/Doingbusinesswiththecity/Solicitations/124941.aspx>

STAR Bond Hotel & Natatorium Complex: Staff anticipates presenting the complex site plan to the planning commission on Thursday, March 12<sup>th</sup> with the governing body considering site plan approval at the March 16<sup>th</sup> meeting. It is possible that the governing body will receive a request for the issuance of sales tax exempt Industrial Revenue Bonds at the March 16<sup>th</sup> meeting but it is possible any authorization resolution and issuance process could occur in April. The dates for the site plan and possible IRBs is subject to change.

Park Board Meeting: A kick off park board meeting is planned for Monday, March 23<sup>rd</sup> with an alternate date of March 30<sup>th</sup>. The meeting will focus on roles and responsibilities of the board, projects currently underway that are within the board's purview, and setting a follow-up meeting to discuss park capital improvements for the CIP budget process. Board members include: Brent Traylor, Daniel Hayden, Tracy Wolf, Benjamin Miller, Debbie Hahn, Enrique Ramirez, and includes one vacancy.

Fire Code/MSDS Agenda Item: Staff received a request from the bench to discuss this item at the February 2<sup>nd</sup> regular meeting. At the April 6<sup>th</sup> regular meeting Staff will review the current code and have personnel from the Sedgwick County Fire Department on hand to answer questions and determine a possible course of action, if desired by the governing body.

WAMPO MOVE 2040: WAMPO staff will present a draft popular version of the MOVE 2040, the metro regions long range transportation plan, which will guide the next 25 years of decision-making for the region. The presentation will layout the vision, associated policies, and proposed actions to implement the plan. This item is schedule for Monday, March 16<sup>th</sup>.

Prairie Sunset Trail Expansion: Prairie Travelers is seeking to expand the trail through town from 167<sup>th</sup> Street West to Hoover Street. The cost to the City is \$0.00. Prairie Travelers is applying for AmeriCorps volunteers to complete the work from April 23<sup>rd</sup> through July 14<sup>th</sup>. Completion of the new trail segment would extend the trail distance from 8 miles to 16 total miles.

February Sales Tax Distribution: This distribution contains mostly County share as the first distribution on the City sales tax is not due until February and thus would not be part of February's distribution (January collections). The City received \$67,745.61, which \$2,879.44 more than February 2014.

Respectfully Submitted,

*Brian*

Brian W. Silcott,  
City Administrator

Brian Silcott added that March 16 would be Officer Banda's last day at work.

### **GOVERNING BODY COMMENTS**

Councilmember Torske asked if a date has been set for a workshop to address water rates. Brian Silcott replied that it would be held sometime in May.

### **ADJOURNMENT**

**MOTION:** Councilmember *Torske* moved to adjourn the regular meeting.  
Councilmember *Zimmerman* seconded the motion. The motion carried unanimously.

*Meeting adjourned at 8:32 p.m.*  
*Teri Laymon, City Clerk*